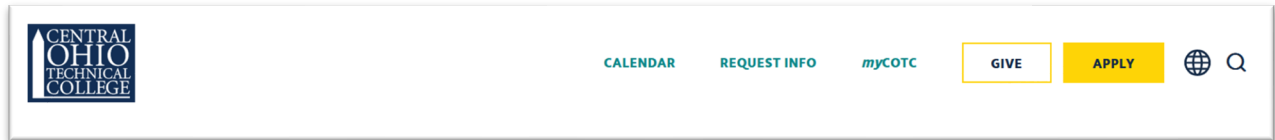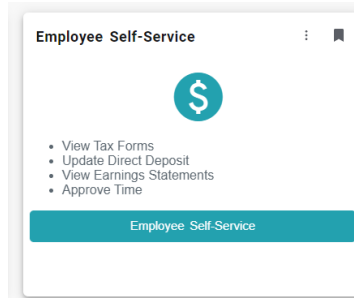# Earnings Statement access instructions

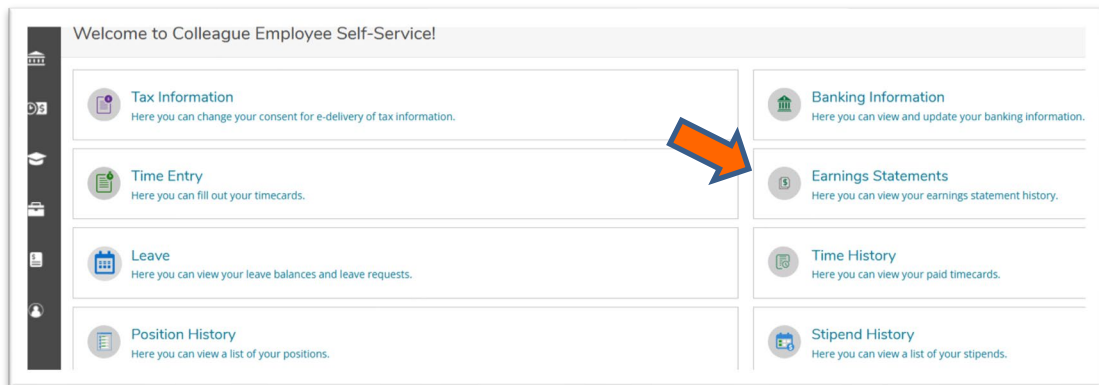- Go to www.cotc.edu, then log-in to my.cotc.edu,

- Find the Employee Self Service card.

- Once inside Self Service, click on Banking Information:

- Select the pay date to view your online pay information. To view prior year's information, use the drop-down box to select the calendar year you wish to view.

    If you have any questions, please email roberts.894@mail.cotc.edu or call 740-366-9140.

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